

# Comprehensive Operating Levy Planning

## Committee Meetings

Jan. 6

Karsten, Jackie, Lisa & Anne

1. Outlined immediate action items
  - a. Anne – gather state deadlines, start general talking points
  - b. Lisa – contact county about its deadlines
  - c. Jackie – working on finance & options
2. Set School Board target timeframe
  - February – report on revised budget update and projections
  - March – levy options
  - April – budget reduction plan approval
  - May/June — seek approval of 2022-2023 school year budget and set referendum option

Jan. 14

Jackie, Lisa & Anne (Karsten in snowstorm traffic en route from MSBA)

1. State dates researched (see below)
2. No word from county says it will set various ballot due dates after redistricting

Jan. 27

canceled (Karsten ill); Lisa, Anne & Jackie briefly compare notes

1. County says it will set various ballot due dates after redistricting
2. Lisa knows where the 2018 referendum paperwork is in the storage room

Feb. 3

(scheduled)

## STATUTORY DATES

**No later than Aug. 26** – Provide written notice to the county auditor and Minnesota commissioner of education at least 74 days before the election.

**Oct. 10-24** – The board must deliver by mail at least 15 days but no more than 30 days before the day of the referendum to each taxpayer a notice of the referendum and the proposed revenue increase. Does not have to be first class.

**Before or by Oct. 24** – At least 15 days before the referendum, submit to the commissioner of education and county auditor a copy of the notice being mailed to taxpayers.

**Oct. 22 and 29** – Legal notice of sample ballot. must appear in these consecutive editions of the Republican Eagle. Publication of sample ballot must be two consecutive weeks in the newspaper with the second at least a week before the election.

**By Oct. 28** – At least 10 days prior, the clerk must post the notice of election on the district bulletin board.

**Before or by Nov. 3** – At least 4 days prior, post two sample ballots on colored paper (cannot be the same color as the actual ballot) on the bulletin board.

**Nov. 8** – Election Day.

**No later than Nov. 23:** Board certifies results and notifies the commissioner.

## SPEAKERS BUREAU

Anne is developing a lists of speakers, topics, and entities so information about the school district and referendum can be shared with community members.